



WiSACWIS

★De-Activating the Child post-TPR

What is the policy for De-Activating a child from a CPS case after TPR has occurred? What is the county's responsibility? What is the adoption program's responsibility?

When the county's Permanency Plan goal for a child becomes "TPR/Adoption", a state permanency consultant should be given a *secondary assignment* to the county's CPS Family case for permanency planning/consultation. Either the county supervisor or the regional adoption supervisor can make the assignment to the permanency consultant. After much discussion, it was decided that the permanency consultant is responsible for TPRing the child from the CPS Family case to avoid inconsistencies that readily occur in the 72 counties. Once the courts have granted the TPR, the following steps should be completed in the following order:

- 1) **The county worker** should document the legal status for the TPR hearing in the CPS Family case.
- 2) **The county worker** should close the child's open, out-of-home placement with the end date being the day before the TPR hearing and the end reason being "Transfer to (SRO/NRO/NERO/WRO) Region".
- 3) **The permanency consultant** should De-Activate the child for reason of TPR with the effective date being the date of the TPR hearing. This will create the Pre-Adoptive Child case and WiSACWIS will then copy any work specific to the TPR'd child from the CPS Family case into the Pre-Adoptive Child case. This will result in adoption workers needing to simply update some pieces of work (such as the Permanency Plan) rather than creating the document from scratch.
- 4) **The adoption supervisor** should close the permanency consultant's assignment to the county's CPS Family case.
- 5) **The county worker** can then either continue to provide services to the family and manage the CPS Family case (if they have additional children who have not been TPR'd) or, the county worker can choose to close the CPS Family case once they have completed all necessary documentation. If the county worker chooses to close the CPS Family case they will need to close/terminate all plans as appropriate.